



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
SYBIL BRAND COMMISSION FOR INSTITUTIONAL
INSPECTIONS**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 372
LOS ANGELES, CA 90012
<http://sbc.lacounty.gov>**

Wednesday, January 9, 2013

10:00 AM

AUDIO LINK FOR THE ENTIRE MEETING. (13-0344)

Attachments: [AUDIO](#)

Present: Chairperson Eleanor R. Montaña, Commissioner Barbara Bigby,
Commissioner Cheryl Grills Ph.D., Commissioner Anne S. Hill,
Commissioner Donald S. Andrews and Commissioner Susan Burton

Excused: Vice Chairperson Frank S. Bacio

Call to Order. (13-0291)

Chairperson Montaña called the meeting to order at 10:00 a.m.

**Chairperson Montaña led in the Pledge of Allegiance, followed by a
moment of silence.**

I. ADMINISTRATIVE MATTER

1. Approval of the January 2, 2013 Minutes. (13-0293)

**On motion of Commissioner Donald S. Andrews, seconded by
Commissioner Bigby, unanimously carried, the minutes of January 2, 2013
were approved.**

Attachments: [SUPPORTING DOCUMENT](#)

II. REPORTS

2. Chairperson's Report on various items for January 9, 2013. (13-0294)

**Chairperson Montaña shared the following Newspaper Articles with the
Commissioners:**

Los Angeles Times:

- **Putting Children First (January 7, 2013)**

Daily Breeze:

- **Audit: Worker Mileage Overpayments Costing L.A. (December 19, 2012)**

Commissioner Andrews also shared an article with the Commissioners:

The Bakersfield Californian:

- **Brown Challenges Court Oversight of California Prisons (January 8, 2013)**

Attachments: [SUPPORTING DOCUMENT](#)

3. Treasurer's Report for January 9, 2013. (13-0295)

There was no report presented.

4. Staff Report on Correspondence Received and Department Representative Reports for January 9, 2013. (13-0297)

There was no report presented.

5. Review of Group Home Compliance Monitoring Audit Reports presented on January 9, 2013. (13-0298)

Not In Compliance:

- **Commissioners Bigby and Hill visited Children Are Our Future - Page 6 #4 on January 3, 2013 and reported that 11 out of 17 items submitted on the DCFS Audit report were not completed. Commissioner Bigby stated that this house is in a bad condition and she will return to conduct a regular inspection at a later date.**
6. Commissioners Reports on Group Home and/or Detention Facilities Inspections from January 3, 2013 to January 8, 2013. (13-0299)
During the reporting period the following Group Homes/Facilities were reported as being in satisfactory condition:
 - **Chairperson Montaña and Commissioner Andrews visited Children's Homes of Southern California - Page 9 #3, on January 3, 2013.**

- **Chairperson Montaña and Commissioner Andrews visited Children Are Our Future - Page 6 #3, on January 4, 2013.**
- **Chairperson Montaña and Commissioner Andrews visited West Hollywood Station on January 8, 2013.**
- **Commissioner Bigby visited David & Margaret Home - Page 11 #3 on January 8, 2013.**

Following the inspection reports the Commissioners discussed the inspection of group homes with multiple facilities. Commissioner Hill suggested that one team of Commissioners should be assigned to inspect group homes that have multiple locations to maintain consistency.

Commissioner Grills suggested that the Commission should use one of their scheduled meeting dates to discuss consistency in group home inspections, as well as, ensure that the Commissioners are on one accord with regards to the grading process currently in place.

Commissioner Burton recommended that the Commission should meet with the Auditors from the Department of Children and Family Services so that a comprehensive training can be provided to the Commissioners to educate them on the codes and items on the group home audit reporting form.

Commissioner Andrews suggested that the Commissioners have a workshop to discuss the approach of inspections, issues and review inspection forms to ensure that the proper items are listed to inspect sites effectively.

On motion of Commissioner Andrews, seconded by Commissioner Burton, unanimously carried, the Commission will convene a workshop to review/discuss revision of the group home inspection form, procedures and/or recommendations that will help the commissioners to maintain consistency in their group home and lockup inspections.

On the same subject the Commissioners reviewed their calendars and tentatively scheduled to convene in a workshop on January 30, 2013 or February 27, 2013.

On motion of Commissioner Burton, seconded by Commissioner Hill, unanimously carried, the Commission decided that the group homes with multiple locations will be assigned to one team of Commissioners to ensure consistency in inspections.

III. MISCELLANEOUS

Matters Not Posted

7. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Committee subsequent to the posting of the agenda. (13-0300)

There were no matters presented for a future agenda.

Public Comment

8. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (13-0301)

There were no members of the public present to address the Commission.

Adjournment

9. Adjournment for the meeting of January 9, 2013. (13-0302)

There being no further business, the meeting of January 9, 2013 was adjourned at 11:30 a.m.